

**441—25.20(331) Annual report.** The annual report shall describe the services provided, the cost of those services, the number of individuals served, and the outcomes achieved for the previous fiscal year. The annual report is due on December 1 following a completed fiscal year of implementing the annual service and budget plan. The annual report shall include but not be limited to:

1. Services actually provided.
2. The status of service development.
3. Actual numbers of children and adults served.
4. Documentation that each regionally designated access center has met the service standards in subrule 25.6(1).
5. Documentation that each regionally designated ACT team has been evaluated for program fidelity, including a peer review as required by subrule 25.6(2), and documentation of each team's most recent fidelity score.
6. Documentation that each regionally designated subacute service has met the service standards in subrule 25.6(7).
7. Documentation that each regionally designated intensive residential service home or intensive residential service has met the service standards in subrule 25.6(8).
8. Financial statement of actual revenues and actual expenditures by chart of account codes, including levies by county.
9. Outcomes achieved.

[ARC 1173C, IAB 11/13/13, effective 1/1/14; ARC 4207C, IAB 1/2/19, effective 3/1/19; ARC 4896C, IAB 2/12/20, effective 3/18/20]